

Forms & Publications Catalog



-2002-

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INTRODUCTION

The Children's Medical Services (CMS) Branch provides forms and publications for use by local California Children's Services (CCS) and Child Health and Disability Prevention (CHDP) programs. CMS materials are available from numerous sources, each with its own procurement procedures. This catalog provides instructions for ordering from six sources:

- CMS Branch Website (web-based distribution)
- Department of Health Services (DHS) Warehouse
- Department of Social Services (DSS) Warehouse
- Electronic Data Systems (EDS) Print Center
- Newborn Hearing Screening Program (NHSP)
- Women, Infant, and Children (WIC) Branch Warehouse

How to Use the Catalog

This catalog is product-oriented. Items available through the CMS Branch are listed three ways: by title, by number, and by program/category/topic. For example,

- If the title of an item is known, look under *Inventory by Title* (page 20).
- If the item number is known, look under *Inventory by Item Number* (page 25).
- If the title and item number are unknown, look *Inventory by Program and Category/Topic* (page 30). First, located the desired program. Second, find the entries under the desired category or topic. Lastly, find the specified item.

All lists provide the title, number, language, and last revision date of each item. Brief descriptions for each item can be found in the *Inventory by Title*.

Once the desired item has been located on an inventory list, look at the page number(s) referenced under the column entitled *Go To Page....* To find out how to obtain the desire item, turn to these page(s). Ordering instructions will be detailed on the referenced page.

Who Should Have This Catalog

It is highly recommended that local CCS and CHDP programs provide this catalog to the staff member(s) responsible for ordering materials. Additional copies of this catalog can be obtained from www.dhs.ca.gov/pcfh/cms. The online version of this catalog will be updated as new materials become available.

GUIDELINES FOR COMMON REQUESTS

The CMS Branch receives numerous requests relative to print materials. The following are guidelines for common requests.

- **Alterations**

The CMS Branch requests that the content and design of materials not be altered. However, local CMS programs, health departments, and health care providers may stamp or label brochures, posters, and flipcharts with their contact information.

In order to ensure the quality of online materials, the CMS Branch requests that materials not be scanned.

- **CMS Logo**

Local CMS programs that would like to include the CMS logo (see catalog cover) in their website or newsletters should contact the staff member listed below. The logo is available in four computer file formats: bitmap, JPEG, PDF, and TIF.

- **The Internet**

In an effort to promote the online distribution of CMS Branch materials, local CMS programs and community organizations are encouraged to link to the CMS website (see page 4 for more details).

Linking to the actual web address (URL) of a desired form or publication will ensure that visitors are directed to the latest version of that form or publication. For items not currently available online, please contact the staff member listed below.

- **Special Orders**

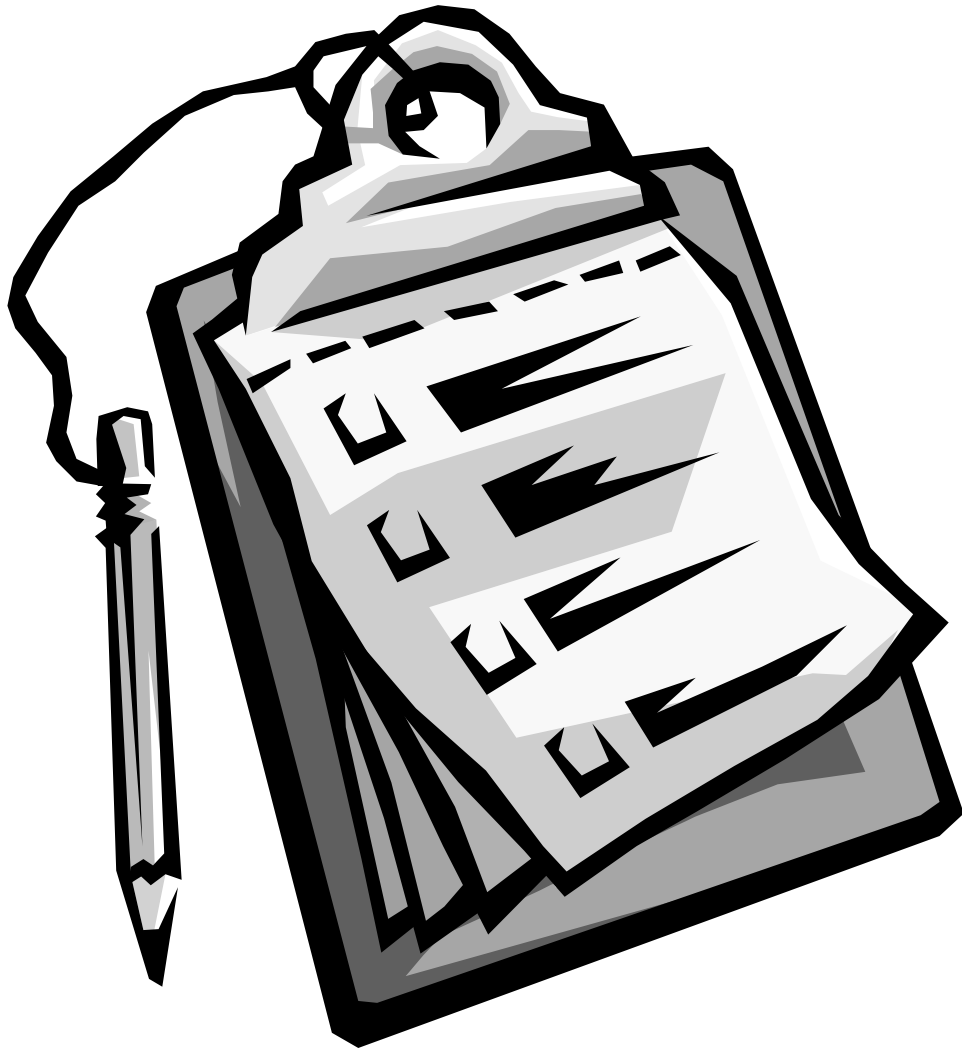
The CMS Branch often receives orders from community organizations, managed care plans, school districts, and other organizations for a large amount of materials. Unfortunately, the CMS Branch budget does not support such orders. It may be possible to supply a limited number of publications for statewide conferences and conventions. The CMS Branch may also be able to provide masters to organizations wishing to reprint a particular publication. Direct special requests to the staff member below.

- **Translations**

Agencies wishing to translate CCS or CHDP materials into other languages should contact the staff member listed below. It may be possible to supply such agencies with the original artwork.

Questions and request should be directed to:

Karl Halfman, Staff Services Analyst
Children's Medical Services Branch, Program Operations Section
P.O. Box 942732, Sacramento, CA 94234-7320
Phone: 916-327-2670
Fax: 916-327-5743
E-Mail: khalfman@dhs.ca.gov



ORDERING PROCEDURES

CHILDREN'S MEDICAL SERVICES (CMS) BRANCH WEBSITE

Who May Access Items

Anyone with Internet access may view, download, and/or print selected forms and publications from the CMS Branch website. This is a convenient way for parents, school nurses, health care providers, social workers, and others to obtain CMS materials.

Software Requirements

Online forms and publications are stored in a "portable document format" (PDF) file. PDF is a universal file format that preserves the fonts, formatting, and graphics of any source document so that users can view and/or print it as it was originally designed.

To view and print these items, users will need Adobe Acrobat Reader. Adobe Acrobat Reader can be downloaded from the Adobe website (www.adobe.com/products/acrobat/readstep.html) at no charge. The Adobe website provides instructions for downloading and installing the software. It is recommended that users download the most current version of Adobe Acrobat Reader.

Accessing Online Materials

The CMS website is part of the DHS website. To access online CMS materials, go to www.dhs.ca.gov/pcfh/cms and click on *Forms and Publications*. Items currently available online are listed on this webpage. Check back often as the CMS Branch is frequently expanding the website.

Click on the item you would like to view. Depending on how your Internet browser (e.g., Internet Explorer, Netscape Navigator) is configured, the form will either automatically launch (open) in Adobe Acrobat Reader or prompt you to save it to a disk. In the later case, save the file to a selected drive, then open Adobe Acrobat Reader, and finally open the saved file.

"Fillable" Forms

Many of the online CMS forms are "fillable." While viewing the form in Adobe Acrobat Reader, the cursor changes from a hand to a pointing finger or text bar when it passes over a fillable field. The user can type in information (e.g., name, address) in these fields. The user can then print the completed form.

Users with the free Adobe Acrobat Reader will only be able to fill in and print out the form from their computer, not save the completed form. Users with the complete Adobe Acrobat software package can save the form and data for later use.

Troubleshooting

If you have trouble working with the PDF files, go to the support section on the Adobe Acrobat website (www.adobe.com/support/products/acroreader.html).

DEPARTMENT OF HEALTH SERVICES (DHS) WAREHOUSE

Who May Order

Only local CCS and CHDP programs may order CMS materials from the DHS Warehouse. Local programs are responsible for ordering materials for their own use, as well as for local providers.

The CMS Branch will only approve orders signed by a designated local program staff member. In order to designate a staff member, each CCS Administrator and CHDP Deputy Director (or CMS Director where applicable) must complete and return the form on page 9. A new form should be submitted any time there is a staffing change. Effective July 1, 2002, only orders signed by a designated staff member will be approved and processed. To find out the designate staff member for a local program, contact the CMS Clerical Unit Supervisor at 916-327-1400.

Order Form (DHS 2031)

Use the DHS 2031 Order Form (revised May 2000) when ordering from the DHS Warehouse. The DHS 2031 is a single-sheet of bond paper with a unique five-digit control number. Because of the unique control number, do not duplicate the form to make additional orders. Use a new form each time an order is submitted to the DHS Warehouse.

A supply of order forms can be obtained by including them on the list of items ordered from the DHS Warehouse. If you do not already have an order form, call the DHS Warehouse at (916) 928-9203.

Completing an Order Form (DHS 2031)

When completing an order form, always type or print legibly. The numbers below correspond to the sample order form on page 8.

1. Enter the date of the order.
2. Enter the name of the county where the CCS or CHDP program is located. City programs (e.g., Berkeley, Long Beach, and Pasadena) should also enter the county name.
3. Enter the corresponding two-digit county code. County codes are listed on the back of the order form.
4. Enter the local health department's name under *Department/agency/facility*.
5. Enter CCS or CHDP under *Section*.
6. Enter the complete shipping address, including any room or floor numbers. Do not use postal boxes. The DHS Warehouse uses a private carrier and cannot ship to postal boxes.
7. The CCS or CHDP program staff member designated to order materials must sign the form. Only orders with authorized signatures will be approved and processed. (See page 9 for more information.)
8. Type or print the name of the CCS or CHDP program staff member designated to order materials.
9. Enter the name of a contact person. This contact is needed in the event there are questions pertaining to the order. The contact person does not have to be the individual designated in Item 7 and 8.
10. Enter the telephone number of the contact person identified in Item 9.
11. Leave the *CALSTARS Coding* section blank.

12. List the items being ordered under *Item/Publication Title* and *Item Number* sections using the following conventions:

- Use a separate line for each item ordered.
- Arrange the items as follow:
 - alphabetically by the prefix (e.g., DHS, MC, PM, or PUB),
 - numerically by the number, and
 - alphabetically by the suffix (e.g., A, B, BI, INST), if any.
- If the item number is unknown, list the title in English and leave the *Item Number* column blank.
- Do not include the revision date (e.g., 3/95, 2001) in the *Item Number* column.
- List the title under the *Item/Publication Title* column. The title must be in English, even if the publication is in another language.
- Do not attach samples.

An example of a properly completed order form is shown on the backside of the DHS 2031 Order Form.

13. Enter the number of items being ordered under the *Quantity* column.

- For example, a box of 50 brochures would be listed as 50 each, not 1 box.
- Order a three-to-four month supply.

14. Leave the *Process Code (Over)*, *WHSE CODE*, and *Location* columns blank.

Submitting an Order

Orders may be submitted by fax or by mail.

Fax: Fax the order form to the CMS Clerical Unit Supervisor at 916-327-1106. Once the order has been faxed, file the original order form for future reference. Do not mail the original order form after it has been faxed.

Mail: Photocopy the completed order form. File the photocopy for future reference. Send the original order form to:

Clerical Unit Supervisor
Attention: Forms and Publications
Children's Medical Services Branch
P.O. Box 942732
Sacramento, CA 94234-7320

Processing Orders

The CMS Branch reviews and approves orders. Once the order form is approved, it is sent to the DHS Warehouse. Orders are processed as they are received. The entire process takes about four weeks.

Questions concerning the status of a particular order should be addressed to the CMS Clerical Unit Supervisor at 916-327-1400. Use the file copy of the order form as a reference when making inquiries.

Receiving an Order

A copy of the order form will be marked "Packing Slip" and returned with the order. The following code(s) may be written in the *Process Code* column:

<u>Code</u>	<u>Definition</u>
C	Order cancelled because the item is not stocked in the DHS Warehouse or the item could not be identified.
D	Currently out of stock. Since the DHS Warehouse does not have a backorder system, you will have to reorder after 30 to 45 days.
E	The quantity shipped was reduced from the requested quantity because the order appeared excessive. An example of an excessive request is ordering 5,000 copies of the <i>Report of Health Examination for School Entry</i> (PM 171 A) when the county only has 2,500 first graders.
I	Order filled.
L	Quantity limited by owning section or program.
O	Item has been discontinued.
P	The quantity shipped differs from the quantity requested because of packaging. For example, 150 brochures were ordered but 200 were delivered because the brochures are packed in bundles of 200.
R	The quantity shipped was reduced from the requested quantity because stock is low. Since the DHS Warehouse does not have a backorder system, you will have to reorder after 30 to 45 days.

If there are any errors in the delivery, contact the DHS Warehouse prior to attempting to return any item(s). Use the packing slip as a reference when calling the DHS Warehouse. The DHS Warehouse phone number is 916-928-9203.

SAMPLE ORDER FORM

State of California—Health and Human Services Agency										Department of Health Services														
ORDER FORM																								
TO AVOID ERROR OR DELAY IN SHIPPING, PLEASE COMPLY WITH ALL INSTRUCTIONS ON BACK OF ORDER																								
Send completed form to: Department of Health Services Warehouse 1037 N. Market Boulevard, Suite 9 Sacramento, CA 95834															Control number <div style="border: 1px solid black; padding: 2px; text-align: center;">31012</div>									
															Unit approval (DHS Program Use Only)					DATE <div style="border: 1px solid black; padding: 2px; text-align: center;">1</div>				
SHIP TO:	Name of county 2					County number 3					Signature of authorizing person 7					WAREHOUSE USE ONLY								
	Department/agency/facility 4										Type or print authorizing name 8													
	Section 5					Contact person 9					Phone () 10					Filed by								
	Street address only—DO NOT USE P.O. BOX										CALSTARS CODING (DHS USE ONLY)										Pieces			
City 6										State					ZIP code					Weight				
										<div style="display: flex; justify-content: space-between;"> <div>Fiscal Year 11</div> <div>PCA</div> <div>Index</div> <div>Object Code</div> <div>Agency Object</div> <div>Project Number</div> <div>Work Phase</div> </div>														
LINE	ITEM/PUBLICATION TITLE					ITEM NUMBER			QUANTITY	UNIT	PROCESS CODE (OVER)	WHSE. CODE	LOCATION											
						Prefix	Number	Suffix																
1.	12								13	EA	14			Date shipped/via										
2.										EA														
3.										EA														
4.										EA														
5.										EA														
6.										EA														
7.										EA														
8.										EA														
9.										EA														
10.										EA														
REMARKS (WAREHOUSE USE ONLY)														Date received										
DHS 2031 (5/00)																								

**CHILDREN'S MEDICAL SERVICES STAFF MEMBER DESIGNATED TO ORDER
DEPARTMENT OF HEALTH SERVICES WAREHOUSE MATERIALS**

Instructions

1. Photocopy this page.
2. Fill out the required information on the photocopy.
3. Mail or fax the completed form to the CMS Branch: Clerical Unit Supervisor
Attention: Forms and Publications
Children's Medical Services Branch
P.O. Box 942732
Sacramento, CA 94234-7320
Fax 916-327-5743
4. Submit a new form any time there is a change in the authorized signer.

. . .

I hereby designate the following staff member(s) to serve as our program's authorized signer for ordering materials through the DHS Warehouse.

Signature of CCS Administrator or CHDP Deputy Director
(or CMS Director where applicable)

Date

County/City

Name:		Phone:	
Title:		Fax:	
Program:	<input type="checkbox"/> CCS <input type="checkbox"/> CHDP <input type="checkbox"/> Both	E-Mail:	
Address:		City & Zip:	
Does this signer replace an existing signer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, who was the former signer?			

Name:		Phone:	
Title:		Fax:	
Program:	<input type="checkbox"/> CCS <input type="checkbox"/> CHDP <input type="checkbox"/> Both	E-Mail:	
Address:		City & Zip:	
Does this signer replace an existing signer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, who was the former signer?			

DEPARTMENT OF SOCIAL SERVICES (DSS) WAREHOUSE

The CHDP Referral Form (PM 357) is stocked by both the Department of Health Services Warehouse (see ordering instructions on page 5) and the DSS Warehouse. For instructions on ordering this item (or other social services materials) contact:

California Department of Social Services Warehouse
P.O. Box 980788
West Sacramento, CA 95798-0788

Phone: 916-371-1974

Website: www.dss.cahwnet.gov/cdssweb/on-linefor_271.htm

ELECTRONIC DATA SYSTEMS (EDS) PRINT CENTER

Who May Order

Only local CHDP programs may order materials from the EDS Print Center. CHDP programs are responsible for ordering materials for their own use, as well as for CHDP providers (including CHDP Clinical Labs (Provider Type 27)), managed care plans, Head Start programs, and State Preschools in their jurisdiction.

Order Card (Provider Forms Reorder Request for CHDP)

Use the *Provider Forms Reorder Request for CHDP* when ordering from the EDS Print Center. The reorder request is a self-addressed, gray post card. It lists CHDP form numbers and titles, as well as standard quantities. To obtain an order card, call the EDS Print Center at 916-636-1907.

Completing an Order Card

When completing an order card, always type or print legibly. The numbers below correspond to the sample order card on page 13.

1. Place an "X" in the column indicating the quantity desired (i.e., 100, 500, 1,000, or 1,500) for each item requested. Order a two to three month supply of each item. When placing an order, note the following restrictions:
 - Only local CHDP programs can receive Confidential Screening/Billing Reports for Head Start/State Preschool (PM 160 HSP), Provider Data Sheets (PM 177), and Provider Forms Reorder Request for CHDP.
 - Only Federally Qualified Health Clinics, Rural Health Clinics, and Pre-paid Health Plans * (3-digit project code) can receive imprinted copies of the Confidential Screening/Billing Reports (PM 160 Info Only).
2. Use the *Other* column if:
 - The quantity desired for an individual item differs from the preprinted amount. Enter the exact quantity in the *Other* column;
 - When ordering imprinted Information Only Confidential Screening/Billing Reports (PM 160 Info Only), write the word "Imprint" in the *Other* column.
3. Specify whether CHDP Eligibility forms (DHS 4073) are needed in languages other than English or Spanish. Available languages include Cambodian, Chinese, Eastern Armenian, Hmong, Lao, and Vietnamese.
4. Enter the name of the county or city where the CHDP program is located.
5. Enter the telephone number (including area code) of the CHDP program staff member responsible for ordering materials from the EDS Print Center.

* Pre-paid Health Plans mean any Medi-Cal Managed Care Plan.

6. The CHDP program staff member responsible for ordering materials from the EDS Print Center must sign the card.
7. Enter the complete shipping address (including any room or floor numbers) where the forms are to be delivered.
 - Do not use postal boxes. The EDS Print Center uses a private carrier and cannot ship to postal boxes.
 - Include an attention line identifying the person who is expecting the shipment of forms.
 - *CHDP Program or Health Department* must be included in the shipping address when ordering Confidential Screening/Billing Reports for Head Start/State Preschools (PM 160 HSP).
8. Enter the complete Provider Number or Project Code (3-digit) only if ordering imprinted Confidential Screening/Billing Reports (either PM 160 or PM 160 Info Only). All imprint orders must include the Provider Number as it appears on the CHDP Provider Master File found on the List of Active CHDP Providers by Provider County. If the Provider Number is not indicated, the EDS Print Center will ship blank forms. If the Provider Number is incorrect, inactive, or awaiting enrollment, the order will not be processed. The EDS Print Center will return incomplete or incorrect order cards to the local CHDP program along with the reason for non-fulfillment.
9. Enter the complete Provider Name and Imprint Address only if ordering imprinted Confidential Screening/Billing Reports (either PM 160 or PM 160 Info Only). All imprint orders must include the Provider Name and Imprint Address as they appear on the CHDP Provider Master File found on the List of Active CHDP Providers by Provider County. If the Provider Name and Imprint Address are not indicated, the EDS Print Center will ship blank forms. If the Provider Name and Imprint Address are incorrect, inactive, or awaiting enrollment, the order will not be processed.

Submitting an Order

When the order card is complete, photocopy the order card and file the copy for future reference. Write the return address on the front of the card. If multiple orders are submitted simultaneously, place them in an envelope and write "Provider Forms Reorder Request Cards Enclosed" on the outside. Affix adequate postage and mail to:

Medi-Cal CHDP, Fiscal Intermediary
P.O. Box 15300
Sacramento, CA 95851-1300

Processing Orders

The EDS Print Center processes orders as they are received. Questions concerning the status of a particular order should be addressed to the EDS Print Center at 916-636-1907. Use the photocopy of the order card as a reference when calling the EDS Print Center.

Delivery takes two to three weeks. The EDS Print Center will return incomplete or incorrect order cards to the local CHDP program along with the reason for non-fulfillment.

SAMPLE ORDER CARD

FISCAL INTERMEDIARY		PROVIDER FORMS REORDER REQUEST for CHDP				
FORM NO.	TITLE	INDICATE QUANTITY DESIRED (X)				
		100	500	1000	1500	Other (Indicate Amount)
DHS 4073	CHDP ELIGIBILITY INFORMATION (ENG/SP)	①				②
DHS 4073	CHDP ELIGIBILITY INFORMATION SPECIFY OTHER LANGUAGE: ③					
PM 160	CONFIDENTIAL SCREENING/ BILLING REPORT					
PM 160 HSP	CONFIDENTIAL SCREENING/BILLING REPORT (LOCAL CHDP (HEAD START/STATE PRESCHOOL) PROGRAMS ONLY)					
PM 160 (Info Only)	CONFIDENTIAL SCREENING/BILLING REPORT (INFORMATION ONLY)					
PM 177	PROVIDER DATA SHEET					
CHDP	ENVELOPES					
CHDP	PROVIDER FORMS REORDER REQUEST for CHDP					

If you have questions regarding the use of this form,
please call this number: 1-916-636-1000

④

Local CHDP Program _____

⑤

Telephone Number _____

X ⑥ _____

County Agency Signature

Order only a 2 - 3 month supply, allowing 2 - 3 weeks for delivery.
A change of address may require 3 - 5 weeks for delivery. Be sure
to notify the State Provider Enrollment Section and F.I. of an
address change to avoid unnecessary delay.

PROVIDER NUMBER

⑧

SHIP TO ADDRESS: (MUST BE COMPLETED WITH STREET AND ROOM/SUITE NUMBER)

⑦

PROVIDER NAME AND IMPRINT ADDRESS:

⑨

NEWBORN HEARING SCREENING PROGRAM (NHSP)

NHSP, administered through the CMS Branch, has implemented a comprehensive statewide program to help identify hearing loss in infants. NHSP helps guide families to the appropriate diagnostic and intervention services for babies with hearing loss.

NHSP supplies targeted, informational materials to hearing screening and diagnostic service providers and parents. Local CHDP and CCS programs may order selected NHSP materials through the program office. For more information about these materials and ordering procedures call 916-322-5794 or e-mail jlinderman@dhs.ca.gov.

PRINT ON DEMAND CHDP PROGRAM INFORMING BROCHURE

Who May Order

Only local CHDP programs may order CHDP Program Informing Brochures (also known as *Medical and Dental Health Check-Ups*). Local programs are responsible for ordering materials for their own use as well as for local providers.

Order Form

To order CHDP Program Informing Brochures, use the Order Form for “Medical and Dental Health Checkups” Brochures (DHS 4483). This form can be obtained from the CMS website. Go to www.dhs.ca.gov/pcfh/cms and click on *Forms and Publications*.

If you do not have Internet access, please call Katherine Miera at 916-327-1400 for an order form.

Completing an Order Form

When completing an order form, always type or print legibly. The numbers below correspond to the sample order form on page 17.

1. Enter the date of the order.
2. Enter the complete shipping address, including any room or floor numbers.
3. Enter the name of the county of the CHDP program is located. City programs (e.g., Berkeley, Long Beach, and Pasadena) should also enter the name of the county in which they are located.
4. Enter the name of a contact person. This contact is needed in the event there are questions pertaining to the order. The contact person does not have to be the person in Item 5.
5. The CHDP program staff member responsible for ordering materials must sign the form. If submitting the order via e-mail, no signature is needed.
6. Enter the e-mail address of the contact person.
7. Enter the telephone number of the contact person.
8. Enter the fax number of the contact person.
9. The CHDP Informing Brochure can be customized to include local contact information. Enter the contact information to imprint on the brochure. The contact information should include the agency's name, address, and phone number. If the contact information is more than four lines, attach the remaining information on another piece of paper.

To order blank brochures, leave these boxes empty.

10. Enter the quantity of brochures being ordered next to the appropriate language(s). Order a three-to-four month supply. For fewer than 250 copies of any single language, please order camera-ready copies and make your own copies.
11. Enter the desired paper color of the brochures. If this item is left blank, brochures will be printed on white paper.

Submitting an Order

Orders may be submitted by fax, mail, or e-mail.

Fax: Fax the order form to Katherine Miera at 916-327-1106. Once the order has been faxed, file the original for future reference. Do not mail the original after it has been faxed.

Mail: Photocopy the completed order form. File the copy for future reference. Send the original order form to:

Katherine Miera
Attention: Forms and Publications
Children's Medical Services Branch, Clerical Unit
P.O. Box 942732
Sacramento, CA 94234-7320

E-Mail: Orders can be submitted by e-mail. Open the Microsoft Word version of the DHS 4483 located on the *Forms and Publications* webpage of the CMS website (www.dhs.ca.gov/pcfh/cms). Type in the order information. Go to *Save As* under the *File* menu. Type in the file name (including the .doc extension), select the drive to save the file in, and click OK. Then create an e-mail message addressed to Kmiera@dhs.ca.gov. Attach the saved file to the body of the e-mail message. Send the e-mail message.

Processing Orders

Orders are processed as they are received. Delivery takes approximately ten working days. If you have questions concerning the status of a particular order, call Katherine Miera at 916-327-1400.

**ORDER FORM FOR “MEDICAL AND DENTAL HEALTH CHECKUPS” BROCHURES
(CHDP INFORMING BROCHURES)**

Date 1	Ship to	County 3	Contact person 4
Address (number, street) 2		City	State ZIP code
Authorized signature (if not sent via e-mail) 5	E-mail address 6	Phone number () 7	Fax number () 8

Please indicate address(es) to be imprinted on the brochure. If appropriate, include your phone number.

Name to be imprinted (PLEASE PRINT) 9			Name to be imprinted (PLEASE PRINT)		
Address (number, street)			Address (number, street)		
City	State	ZIP code	City	State	ZIP code
Telephone number ()			Telephone number ()		

LANGUAGE(S)	BROCHURE AMOUNT	AMOUNT OF CAMERA READY	PAPER COLOR
English	10		11
Spanish			
Armenian			
Vietnamese			
Chinese			
Lao			
Russian			
Cambodian			
Hmong			
Farsi			

Return order form to: Katherine Miera
Clerical Unit
Children's Medical Services Branch
P.O. Box 942732
Sacramento, CA 94234-7320

Via: Postal service (use address above)
E-mail: Kmiera@dhs.ca.gov
Fax: (916) 327-1106

WOMEN, INFANT, AND CHILDREN (WIC) BRANCH WAREHOUSE

Local CHDP and CCS programs may order nutrition-related materials directly from the WIC Branch. Contact Candyce Dutro at 800-585-7341 or candyce.dutro@dgs.ca.gov. Let her know that you are with either CHDP or CCS and would like to order materials. She will provide you with ordering instructions and forms.

. . .

Private health care providers may purchase nutrition-related materials. For prices and ordering information, contact Linda Hancock at 916-928-8643 or Lhancock@dhs.ca.gov.



INVENTORY LISTS

By Title	20
By Item Number	25
By Program and Item Category	30

INVENTORY BY TITLE

TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
Application to Determine CCS Program Eligibility	DHS 4480	English	02/02	4
California Children's Services (Tri-fold informing brochure)	PUB 4	English	No Date Given	4, 5
California Children's Services Face Sheet	MC 2142	English	02/00	4, 5
California Children's Services Medical Report	DHS 4014	English	01/00	4, 5
California Children's Services Medical Therapy Program Therapy Assessment Plan	DHS 4098	English	04/02	4, 5
California Children's Services Physicians' Handbook	PUB 3	English	No Date Given	5
California Statewide Guidelines for Public Health Nurses in Child Welfare Services	PUB 12	English	05/99	4, 5
CHDP Annual School Report	PM 272	English	12/01	4
CHDP Consent Form	PM 211BI	English & Spanish	02/00	4, 5
CHDP Eligibility Information (Form)	DHS 4073	Cambodian	09/90	11
	DHS 4073	Chinese	09/90	11
	DHS 4073	Eastern Armenian	09/90	11
	DHS 4073	English & Hmong	09/90	11
	DHS 4073	Lao	09/90	11
	DHS 4073	Vietnamese	09/90	11
	DHS 4073 ENG/SP	English & Spanish	02/02	4, 11
CHDP Program Provider Manual	PUB 157	English	09/92	5
CHDP Provider Data Sheet	PM 177	English	02/02	4, 11
CHDP Referral Form	PM 357	English	06/99	5, 10
Children and Weight: What Families Can Do (Flipchart for health care providers to educate families about obesity and offer practical ways to help children grow into their weight.)	PUB 175	English & Spanish	No Date Given	5, 18
Health Assessment Guidelines (Manual and binder for CHDP providers.)	PUB 156	English	02/97	5
Confidential Referral/Follow-Up Report	PM 161	English	10/90	5
Confidential Screening/Billing Report	PM 160	English	09/01	11
Confidential Screening/Billing Report (Head Start/State Preschool)	PM 160 HSP	English	09/01	11
Confidential Screening/Billing Report (Information Only)	PM 160 INFO	English	09/01	11
Connecting Points for Children's Health Programs in California: Access and Eligibility (Small flipchart resource directory for providers.)	PUB 208	English	06/05	5, 18
Consent for Medical Therapy Program Services (Form)	DHS 4027	English	11/01	4, 5

TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
DHS Warehouse Forms and Publications Inventory Catalog (Catalog of all materials in the DHS Warehouse.)	PUB 120	English	01/01	5
DHS Warehouse Order Forms	DHS 2031	English	05/00	5
Eat Foods High in Iron for Strong Blood (Z-fold brochure with information on anemia prevention.)	PUB 169	English	04/95	5
	PUB 170	Spanish	04/95	5
	PUB 300	Cambodian	04/95	5
	PUB 301	Chinese	04/95	5
	PUB 302	Hmong	04/95	5
	PUB 304	Russian	03/97	5
	PUB 305	Vietnamese	04/95	5
Family Handbook: What Parents Should Know About CCS (Local CCS programs should only give this booklet to families whose children have been approved for CCS services.)	PUB 387	English	06/99	5
	PUB 388	Spanish	06/99	5
Financial Card (CCS form)	MC 2213	English	02/01	4, 5
Food Tips to Help Protect Your Child From Lead Poisoning Ages 1 to 6 (Tri-fold brochure)	PUB 46	English & Spanish	1992	5
Free Health Check-Ups (CHDP informing brochure. These brochures are not folded.)	PUB 20	English	No Date Given	5
	PUB 22	Spanish	No Date Given	5
Genetically Handicapped Persons Program (Informational brochure)	None	English	07/00	4
Growing Up Healthy, Birth-2 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 250	English	08/97	4, 5
	PUB 251	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 3-4 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 252	English	08/97	4, 5
	PUB 253	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 5-6 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 254	English	08/97	4, 5
	PUB 255	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 7-9 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 256	English	08/97	4, 5
	PUB 257	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 10-12 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 258	English	08/97	4, 5
	PUB 259	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4

TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
Growing Up Healthy, 13-15 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 260	English	08/97	4, 5
	PUB 261	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 16-23 Months (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 262	English	08/97	4, 5
	PUB 263	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 2 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 264	English	08/97	4, 5
	PUB 265	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 3 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 266	English	08/97	4, 5
	PUB 267	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 4-5 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 268	English	08/97	4, 5
	PUB 269	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 6-8 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 270	English	08/97	4, 5
	PUB 273	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 9-12 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 274	English	08/97	4, 5
	PUB 275	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 13-16 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 276	English	08/97	4, 5
	PUB 277	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy, 17-20 Years (Tri-fold brochure with information on health, safety, dental hygiene, and parenting.)	PUB 278	English	08/97	5
	PUB 279	Spanish	08/97	4, 5
	None	Vietnamese	No Date Given	4
Growing Up Healthy (Camera-ready copy of the entire series.)	PUB 284	English	08/97	4, 5
	PUB 285	Spanish	08/97	4, 5
Health Assessment Guidelines (Manual and binder for CHDP providers.)	PUB 156	English	02/97	5
Health Insurance Information (CCS form)	MC 2600	English	02/00	4, 5

TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
Help Your Toddler Reach a Healthy Weight (Z-fold brochure)	PUB 346	English	09/97	5
	PUB 347	Spanish	09/97	5
How to Prevent Baby Bottle Tooth Decay (Bi-fold brochure)	PUB 211	English	02/97	5
	PUB 212	Spanish	02/97	5
	PUB 214	Chinese	02/97	5
	PUB 215	Hmong	02/97	5
	PUB 216	Vietnamese	02/97	5
	PUB 217	Cambodian	02/97	5
Lead Poisoning: Are Your Children in Danger? (Four-fold brochure. Spanish is on the outside of the brochure and English is on the inside.)	PUB 67	Spanish & English	04/93	5
Master Index Rejection Notice (CHDP form)	DHS 4087	English	08/01	4
Medical and Dental Health Check-Ups (CHDP informing brochures that can be printed with contact information for the local CHDP program or provider.)	None	Armenian	01/98	15
	None	Cambodian	01/98	15
	None	Chinese	01/98	15
	None	English	01/98	15
	None	Farsi	01/98	15
	None	Hmong	01/98	15
	None	Lao	01/98	15
	None	Russian	01/98	15
	None	Spanish	01/98	15
	None	Vietnamese	01/98	15
Medical Therapy Unit Summary	MC 2113 P	English	09/01	4, 5
Medi-Cal/CHDP Envelope	91290 E	English	No Date Given	11
My Health Check-Up (Coloring book about CHDP exams.)	PUB 382	English & Spanish	06/94	5
Narrative Sheet (CCS Form)	MC 2320	English	08/01	4, 5
Newborn Hearing Screening Program (General information brochure.)	PUB 812	English	03/00	4, 14
Nine-Part Dividers for Medical Therapy Unit Records	PUB 7	English	No Date Given	5
Nutrition Screening and Evaluation (Instructions for "What Does Your Child Eat?" (DHS 4035-A). DHS 4035 A-INST is 8 ½" x 11" and PUB 49 is 11" x 17".)	DHS 4035 A-INST	English	06/00	4, 5
	PUB 49	English	No Date Given	5
Order Form for "Medical and Dental Health Checkups" Brochures (CHDP Informing Brochures)	DHS 4483	English	02/02	4

TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
Patient History Transaction Form (CCS form. DHS 4015 N is pre-numbered and DHS 4015 U is non-numbered.)	DHS 4015 N	English	08/01	5
	DHS 4015 U	English	08/01	4, 5
Patient Therapy Record (CCS form. MC 2946 is a single sheet of bond paper and MC 2946 NCR is a two-part NCR form.)	MC 2946	English	09/01	4, 5
	MC 2946 NCR	English	09/01	5
PM 160 Instructions (Manual for CHDP providers with instructions for completing the Confidential Screening/Billing Report (PM 160). Orders limited to no more than 20 copies per order form.)	PM 160 INS	English	02/97	5
Preventing Baby Bottle Tooth Decay (Flipchart for health care providers to educate families about preventing early childhood caries.)	PUB 6	English & Spanish	1998	5
A Preventive Health Program for Infants, Children, and Teens (Tri-fold brochure to recruit and educate CHDP providers. Not intended for families.)	PUB 141	English	11/01	4
Provider Forms Reorder Request for CHDP (For use by CHDP programs.)	None	English	No Date Given	11
Release of Franchise Tax Board Information, Form 2 (CCS form on three-part NCR paper.)	MC 2701	English	02/01	5
Report of Health Examination for School Entry	PM 171 A	English & Spanish	02/01	4, 5
Six-Part Dividers for CCS Case Records	PUB 8	English	No Date Given	5
Squeeze Out the Fat (8 ½" x 11" flyer)	PUB 57	English	No Date Given	5
	PUB 287	Spanish	No Date Given	5
Squeeze Out the Fat (11" x 17" poster)	PUB 350	Spanish	No Date Given	5
Stretch Your Food Dollars: Prevent End-of-the-Month Food Shortages (Four-fold brochure that provides resources on food assistance and recipes.)	PUB 348	English	12/97	5
	PUB 349	Spanish	12/97	5
Waiver of Health Examination for School Entry	PM 171 B	English & Spanish	02/00	4, 5
What Does Your Child Eat? (Nutrition evaluation form for CHDP providers. For form instructions, see Nutrition Screening and Evaluation.)	DHS 4035 A BI	English & Spanish	06/00	4, 5
You Can Prevent Anemia (Flipchart for health care providers to educate families about ways to reduce iron deficiency.)	PUB 338	English & Hmong	12/97	5, 18
	PUB 339	English & Vietnamese	12/98	5, 18
	PUB 345	English & Spanish	12/98	5, 18
	PUB 381	English & Chinese	12/98	5, 18
You Can Prevent Iron Poisoning (12" x 17" poster with student artwork.)	PUB 167	English	06/05	5
	PUB 168	Spanish	06/05	5
Your Children May Have Lead Poisoning and Not Look or Act Sick (12" x 18" poster).	PUB 65	English	06/05	5
Youth Nutrition and Activity Assessment, Ages 8-21 (CHDP form)	DHS 4466	English	12/01	4, 5

INVENTORY BY ITEM NUMBER

ITEM	TITLE	LANGUAGE	REVISED	GO TO PAGE...
91290 E	Medi-Cal/CHDP Envelope	English	No Date Given	11
DHS 2031	DHS Warehouse Order Forms	English	05/00	5
DHS 4014	California Children's Services Medical Report	English	01/00	4, 5
DHS 4015 N	Patient History Transaction Form (Pre-numbered)	English	08/01	5
DHS 4015 U	Patient History Transaction Form (Non-numbered)	English	08/01	4, 5
DHS 4027	Consent for Medical Therapy Program Services	English	11/01	4, 5
DHS 4035 A BI	What Does Your Child Eat? (Form)	English & Spanish	06/00	4, 5
DHS 4035 A-INST	Nutrition Screening and Evaluation (Form Instructions for DHS 4035-A)	English	06/00	4, 5
DHS 4466	Youth Nutrition and Activity Assessment, Ages 8-21	English	12/01	4, 5
DHS 4073	CHDP Eligibility Information (Form)	Cambodian	09/90	11
DHS 4073	CHDP Eligibility Information (Form)	Chinese	09/90	11
DHS 4073	CHDP Eligibility Information (Form)	Eastern Armenian	09/90	11
DHS 4073	CHDP Eligibility Information (Form)	English & Hmong	09/90	11
DHS 4073	CHDP Eligibility Information (Form)	Lao	09/90	11
DHS 4073	CHDP Eligibility Information (Form)	Vietnamese	09/90	11
DHS 4073 ENG/SP	CHDP Eligibility Information (Form)	English & Spanish	02/02	4, 11
DHS 4087	Master Index Rejection Notice	English	08/01	4
DHS 4098	California Children's Services Medical Therapy Program Therapy Assessment Plan	English	04/02	4, 5
DHS 4480	Application to Determine CCS Program Eligibility	English	02/02	4
DHS 4483	Order Form for "Medical and Dental Health Checkups" Brochures (CHDP Informing Brochures)	English	02/02	4
MC 2113 P	Medical Therapy Unit Summary	English	09/01	4, 5
MC 2142	California Children's Services Face Sheet	English	02/00	4, 5
MC 2213	Financial Card (Form)	English	02/01	4, 5
MC 2320	Narrative Sheet	English	08/01	4, 5
MC 2600	Health Insurance Information (Form)	English	02/00	4, 5
MC 2701	Release of Franchise Tax Board Information (Form 2)	English	02/01	5
MC 2946	Patient Therapy Record (Single Sheet)	English	09/01	4, 5
MC 2946 NCR	Patient Therapy Record (Two-Part NCR Paper)	English	09/01	5

ITEM	TITLE	LANGUAGE	REVISED	GO TO PAGE...
PM 160	Confidential Screening/Billing Report	English	09/01	11
PM 160 HSP	Confidential Screening/Billing Report (Head Start/State Preschool)	English	09/01	11
PM 160 INFO	Confidential Screening/Billing Report (Information Only)	English	09/01	11
PM 160 INS	PM 160 Instructions (Manual)	English	02/97	5
PM 161	Confidential Referral/Follow-Up Report	English	10/90	5
PM 171 A	Report of Health Examination for School Entry	English & Spanish	02/01	4, 5
PM 171 B	Waiver of Health Examination for School Entry	English & Spanish	02/00	4, 5
PM 177	CHDP Provider Data Sheet	English	02/02	4, 11
PM 211 BI	CHDP Consent Form	English & Spanish	02/00	4, 5
PM 272	CHDP Annual School Report	English	12/01	4
PM 357	CHDP Referral Form	English	06/99	5, 10
PUB 3	California Children's Services Physicians' Handbook	English	No Date Given	5
PUB 4	California Children's Services (Informing Brochure)	English	No Date Given	4, 5
PUB 6	Preventing Baby Bottle Tooth Decay (Flipchart)	English & Spanish	1998	5
PUB 7	Nine-Part Dividers for Medical Therapy Unit Records	English	No Date Given	5
PUB 8	Six-Part Dividers for CCS Case Records	English	No Date Given	5
PUB 12	California Statewide Guidelines for Public Health Nurses in Child Welfare Services	English	05/99	4, 5
PUB 20	Free Health Check-Ups	English	No Date Given	5
PUB 22	Free Health Check-Ups	Spanish	No Date Given	5
PUB 46	Food Tips to Help Protect Your Child From Lead Poisoning (Ages 1 to 6)	English & Spanish	1992	5
PUB 49	Nutrition Screening and Evaluation (Poster Instructions for DHS 4035-A)	English	No Date Given	5
PUB 57	Squeeze Out the Fat (Flyer)	English	No Date Given	5
PUB 65	Your Children May Have Lead Poisoning and Not Look or Act Sick (Poster)	English	06/05	5
PUB 67	Lead Poisoning: Are Your Children in Danger?	Spanish & English	04/93	5
PUB 120	DHS Warehouse Forms and Publications Inventory Catalog	English	01/01	5
PUB 141	A Preventive Health Program for Infants, Children, and Teens	English	11/01	4
PUB 156	Health Assessment Guidelines	English	02/97	5
PUB 157	CHDP Program Provider Manual	English	09/92	5
PUB 167	You Can Prevent Iron Poisoning (Poster)	English	06/05	5
PUB 168	You Can Prevent Iron Poisoning (Poster)	Spanish	06/05	5
PUB 169	Eat Foods High in Iron for Strong Blood	English	04/95	5
PUB 170	Eat Foods High in Iron for Strong Blood	Spanish	04/95	5

ITEM	TITLE	LANGUAGE	REVISED	GO TO PAGE...
PUB 175	Children and Weight: What Families Can Do	English & Spanish	No Date Given	5, 18
PUB 208	Connecting Points for Children's Health Programs in California: Access and Eligibility (Flipchart)	English	06/05	5, 18
PUB 211	How to Prevent Baby Bottle Tooth Decay	English	02/97	5
PUB 212	How to Prevent Baby Bottle Tooth Decay	Spanish	02/97	5
PUB 214	How to Prevent Baby Bottle Tooth Decay	Chinese	02/97	5
PUB 215	How to Prevent Baby Bottle Tooth Decay	Hmong	02/97	5
PUB 216	How to Prevent Baby Bottle Tooth Decay	Vietnamese	02/97	5
PUB 217	How to Prevent Baby Bottle Tooth Decay	Cambodian	02/97	5
PUB 250	Growing Up Healthy (Birth-2 Months)	English	08/97	4, 5
PUB 251	Growing Up Healthy (Birth-2 Months)	Spanish	08/97	4, 5
PUB 252	Growing Up Healthy (3-4 Months)	English	08/97	4, 5
PUB 253	Growing Up Healthy (3-4 Months)	Spanish	08/97	4, 5
PUB 254	Growing Up Healthy (5-6 Months)	English	08/97	4, 5
PUB 255	Growing Up Healthy (5-6 Months)	Spanish	08/97	4, 5
PUB 256	Growing Up Healthy (7-9 Months)	English	08/97	4, 5
PUB 257	Growing Up Healthy (7-9 Months)	Spanish	08/97	4, 5
PUB 258	Growing Up Healthy (10-12 Months)	English	08/97	4, 5
PUB 259	Growing Up Healthy (10-12 Months)	Spanish	08/97	4, 5
PUB 260	Growing Up Healthy (13-15 Months)	English	08/97	4, 5
PUB 261	Growing Up Healthy (13-15 Months)	Spanish	08/97	4, 5
PUB 262	Growing Up Healthy (16-23 Months)	English	08/97	4, 5
PUB 263	Growing Up Healthy (16-23 Months)	Spanish	08/97	4, 5
PUB 264	Growing Up Healthy (2 Years)	English	08/97	4, 5
PUB 265	Growing Up Healthy (2 Years)	Spanish	08/97	4, 5
PUB 266	Growing Up Healthy (3 Years)	English	08/97	4, 5
PUB 267	Growing Up Healthy (3 Years)	Spanish	08/97	4, 5
PUB 268	Growing Up Healthy (4-5 Years)	English	08/97	4, 5
PUB 269	Growing Up Healthy (4-5 Years)	Spanish	08/97	4, 5
PUB 270	Growing Up Healthy (6-8 Years)	English	08/97	4, 5
PUB 273	Growing Up Healthy (6-8 Years)	Spanish	08/97	4, 5
PUB 274	Growing Up Healthy (9-12 Years)	English	08/97	4, 5
PUB 275	Growing Up Healthy (9-12 Years)	Spanish	08/97	4, 5

ITEM	TITLE	LANGUAGE	REVISED	GO TO PAGE...
PUB 276	Growing Up Healthy (13-16 Years)	English	08/97	4, 5
PUB 277	Growing Up Healthy (13-16 Years)	Spanish	08/97	4, 5
PUB 278	Growing Up Healthy (17-20 Years)	English	08/97	4, 5
PUB 279	Growing Up Healthy (17-20 Years)	Spanish	08/97	4, 5
PUB 284	Growing Up Healthy (Camera Ready Series)	English	08/97	4, 5
PUB 285	Growing Up Healthy (Camera Ready Series)	Spanish	08/97	4, 5
PUB 287	Squeeze Out the Fat (Flyer)	Spanish	No Date Given	5
PUB 300	Eat Foods High in Iron for Strong Blood	Cambodian	04/95	5
PUB 301	Eat Foods High in Iron for Strong Blood	Chinese	04/95	5
PUB 302	Eat Foods High in Iron for Strong Blood	Hmong	04/95	5
PUB 304	Eat Foods High in Iron for Strong Blood	Russian	03/97	5
PUB 305	Eat Foods High in Iron for Strong Blood	Vietnamese	04/95	5
PUB 338	You Can Prevent Anemia (Flipchart)	English & Hmong	12/97	5, 18
PUB 339	You Can Prevent Anemia (Flipchart)	English & Vietnamese	12/98	5, 18
PUB 345	You Can Prevent Anemia (Flipchart)	English & Spanish	12/98	5, 18
PUB 346	Help Your Toddler Reach a Healthy Weight	English	09/97	5
PUB 347	Help Your Toddler Reach a Healthy Weight	Spanish	09/97	5
PUB 348	Stretch Your Food Dollars: Prevent End-of-the-Month Food Shortages	English	12/97	5
PUB 349	Stretch Your Food Dollars: Prevent End-of-the-Month Food Shortages	Spanish	12/97	5
PUB 350	Squeeze Out the Fat (Poster)	Spanish	No Date Given	5
PUB 381	You Can Prevent Anemia (Flipchart)	English & Chinese	12/98	5, 18
PUB 382	My Health Check-Up (Coloring Book)	English & Spanish	06/94	5
PUB 387	Family Handbook: What Parents Should Know About CCS	English	06/99	5
PUB 388	Family Handbook: What Parents Should Know About CCS	Spanish	06/99	5
PUB 812	Newborn Hearing Screening Program	English	03/00	4, 14
None	Genetically Handicapped Persons Program	English	07/00	4
None	Growing Up Healthy (Birth-2 Months)	Vietnamese	No Date Given	4
None	Growing Up Healthy (3-4 Months)	Vietnamese	No Date Given	4
None	Growing Up Healthy (5-6 Months)	Vietnamese	No Date Given	4
None	Growing Up Healthy (7-9 Months)	Vietnamese	No Date Given	4
None	Growing Up Healthy (10-12 Months)	Vietnamese	No Date Given	4
None	Growing Up Healthy (13-15 Months)	Vietnamese	No Date Given	4

ITEM	TITLE	LANGUAGE	REVISED	GO TO PAGE...
None	Growing Up Healthy (16-23 Months)	Vietnamese	No Date Given	4
None	Growing Up Healthy (2 Years)	Vietnamese	No Date Given	4
None	Growing Up Healthy (3 Years)	Vietnamese	No Date Given	4
None	Growing Up Healthy (4-5 Years)	Vietnamese	No Date Given	4
None	Growing Up Healthy (6-8 Years)	Vietnamese	No Date Given	4
None	Growing Up Healthy (9-12 Years)	Vietnamese	No Date Given	4
None	Growing Up Healthy (13-16 Years)	Vietnamese	No Date Given	4
None	Growing Up Healthy (17-20 Years)	Vietnamese	No Date Given	4
None	Medical and Dental Health Check-Ups (Informing Brochure)	Armenian	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Cambodian	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Chinese	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	English	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Farsi	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Hmong	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Lao	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Russian	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Spanish	01/98	15
None	Medical and Dental Health Check-Ups (Informing Brochure)	Vietnamese	01/98	15
None	Provider Forms Reorder Request for CHDP	English	No Date Given	11

INVENTORY BY PROGRAM AND ITEM CATEGORY

California Children's Services

- Client Information
- Forms
- Medical Case Index Dividers
- Provider Information

Child Health and Disability Prevention Program

- Anticipatory Guidance
- Client Information
- Dental Health
- Forms
- Iron Deficiency and Poisoning
- Lead Poisoning
- Nutrition
- Provider Information
- Weight

General

- Client Information
- Program Information

Genetically Handicapped Persons Program

- Client Information

Newborn Hearing Screening Program

- Client Information

TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
California Children's Services – Client Information				
California Children's Services (Informing Brochure)	PUB 4	English	No Date Given	4, 5
Family Handbook: What Parents Should Know About CCS	PUB 387	English	06/99	5
Family Handbook: What Parents Should Know About CCS	PUB 388	Spanish	06/99	5
California Children's Services – Forms				
Application to Determine CCS Program Eligibility	DHS 4480	English	02/02	4
California Children's Services Face Sheet	MC 2142	English	02/00	4, 5
California Children's Services Medical Report	DHS 4014	English	01/00	4, 5
California Children's Services Medical Therapy Program Therapy Assessment Plan	DHS 4098	English	04/02	4, 5
Consent for Medical Therapy Program Services	DHS 4027	English	11/01	4, 5
Financial Card (Form)	MC 2213	English	02/01	4, 5
Health Insurance Information (Form)	MC 2600	English	02/00	4, 5
Medical Therapy Unit Summary	MC 2113 P	English	09/01	4, 5
Narrative Sheet	MC 2320	English	08/01	4, 5
Patient History Transaction Form (Non-numbered)	DHS 4015 U	English	08/01	4, 5
Patient History Transaction Form (Pre-numbered)	DHS 4015 N	English	08/01	5
Patient Therapy Record (Single Sheet)	MC 2946	English	09/01	4, 5
Patient Therapy Record (Two-Part NCR Paper)	MC 2946 NCR	English	09/01	5
Release of Franchise Tax Board Information (Form 2)	MC 2701	English	02/01	5

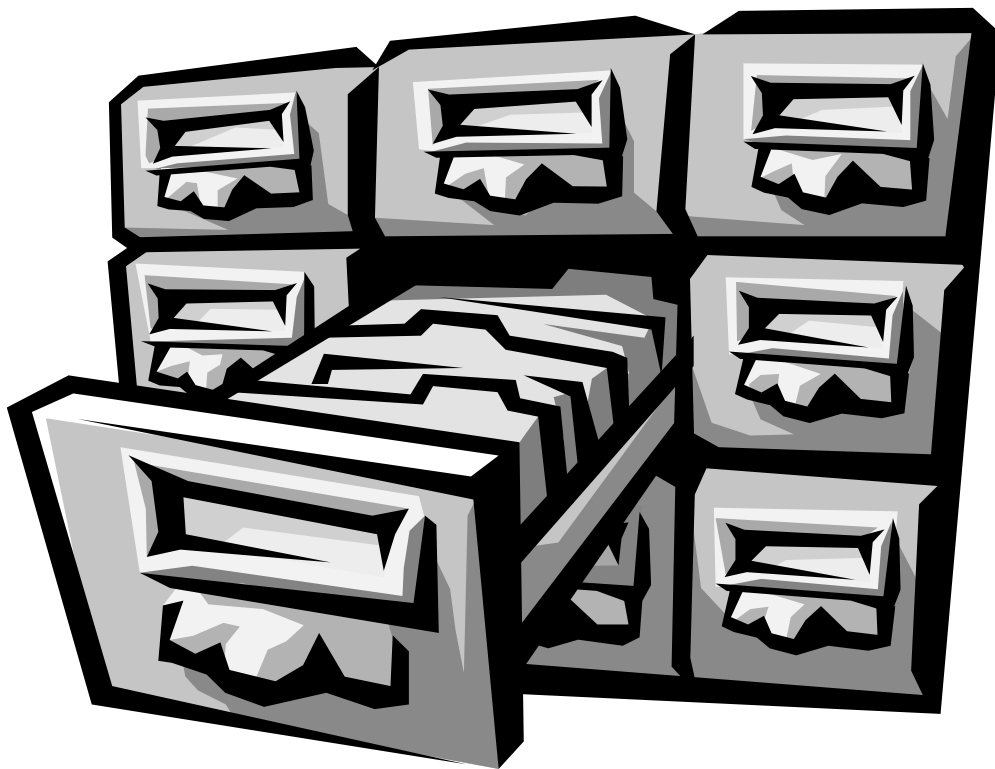
TITLE	ITEM	LANGUAGE	REVISED	GO TO PAGE...
California Children's Services – Medical Case Index Dividers				
Nine-Part Dividers for Medical Therapy Unit Records	PUB 7	English	No Date Given	5
Six-Part Dividers for CCS Case Records	PUB 8	English	No Date Given	5
California Children's Services – Provider Information				
California Children's Services Physicians' Handbook	PUB 3	English	No Date Given	5
Child Health and Disability Prevention Program – Anticipatory Guidance				
Growing Up Healthy (Birth-2 Months)	PUB 250	English	08/97	4, 5
Growing Up Healthy (Birth-2 Months)	PUB 251	Spanish	08/97	4, 5
Growing Up Healthy (Birth-2 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (3-4 Months)	PUB 252	English	08/97	4, 5
Growing Up Healthy (3-4 Months)	PUB 253	Spanish	08/97	4, 5
Growing Up Healthy (3-4 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (5-6 Months)	PUB 254	English	08/97	4, 5
Growing Up Healthy (5-6 Months)	PUB 255	Spanish	08/97	4, 5
Growing Up Healthy (5-6 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (7-9 Months)	PUB 256	English	08/97	4, 5
Growing Up Healthy (7-9 Months)	PUB 257	Spanish	08/97	4, 5
Growing Up Healthy (7-9 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (10-12 Months)	PUB 258	English	08/97	4, 5
Growing Up Healthy (10-12 Months)	PUB 259	Spanish	08/97	4, 5
Growing Up Healthy (10-12 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (13-15 Months)	PUB 260	English	08/97	4, 5
Growing Up Healthy (13-15 Months)	PUB 261	Spanish	08/97	4, 5
Growing Up Healthy (13-15 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (16-23 Months)	PUB 262	English	08/97	4, 5
Growing Up Healthy (16-23 Months)	PUB 263	Spanish	08/97	4, 5
Growing Up Healthy (16-23 Months)	None	Vietnamese	No Date Given	4
Growing Up Healthy (2 Years)	PUB 264	English	08/97	4, 5
Growing Up Healthy (2 Years)	PUB 265	Spanish	08/97	4, 5
Growing Up Healthy (2 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (3 Years)	PUB 266	English	08/97	4, 5
Growing Up Healthy (3 Years)	PUB 267	Spanish	08/97	4, 5

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Growing Up Healthy (3 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (4-5 Years)	PUB 268	English	08/97	4, 5
Growing Up Healthy (4-5 Years)	PUB 269	Spanish	08/97	4, 5
Growing Up Healthy (4-5 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (6-8 Years)	PUB 270	English	08/97	4, 5
Growing Up Healthy (6-8 Years)	PUB 273	Spanish	08/97	4, 5
Growing Up Healthy (6-8 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (9-12 Years)	PUB 274	English	08/97	4, 5
Growing Up Healthy (9-12 Years)	PUB 275	Spanish	08/97	4, 5
Growing Up Healthy (9-12 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (13-16 Years)	PUB 276	English	08/97	4, 5
Growing Up Healthy (13-16 Years)	PUB 277	Spanish	08/97	4, 5
Growing Up Healthy (13-16 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (17-20 Years)	PUB 278	English	08/97	4, 5
Growing Up Healthy (17-20 Years)	PUB 279	Spanish	08/97	4, 5
Growing Up Healthy (17-20 Years)	None	Vietnamese	No Date Given	4
Growing Up Healthy (Camera Ready Series)	PUB 284	English	08/97	4, 5
Growing Up Healthy (Camera Ready Series)	PUB 285	Spanish	08/97	4, 5
Child Health and Disability Prevention Program – Client Information				
Free Health Check-Ups	PUB 20	English	No Date Given	5
Free Health Check-Ups	PUB 22	Spanish	No Date Given	5
Medical and Dental Health Check-Ups (Informing Brochure)	None	Armenian	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Cambodian	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Chinese	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	English	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Farsi	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Hmong	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Lao	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Russian	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Spanish	01/98	15
Medical and Dental Health Check-Ups (Informing Brochure)	None	Vietnamese	01/98	15
My Health Check-Up (Coloring Book)	PUB 382	English & Spanish	06/94	5
Order Form for "Medical and Dental Health Checkups" Brochures	DHS 4483	English	02/02	4

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Child Health and Disability Prevention Program – Dental Health				
How to Prevent Baby Bottle Tooth Decay	PUB 211	English	02/97	5
How to Prevent Baby Bottle Tooth Decay	PUB 212	Spanish	02/97	5
How to Prevent Baby Bottle Tooth Decay	PUB 214	Chinese	02/97	5
How to Prevent Baby Bottle Tooth Decay	PUB 215	Hmong	02/97	5
How to Prevent Baby Bottle Tooth Decay	PUB 216	Vietnamese	02/97	5
How to Prevent Baby Bottle Tooth Decay	PUB 217	Cambodian	02/97	5
Preventing Baby Bottle Tooth Decay (Flipchart)	PUB 6	English & Spanish	1998	5
Child Health and Disability Prevention Program – Forms				
CHDP Annual School Report	PM 272	English	12/01	4
CHDP Consent Form	PM 211BI	English & Spanish	02/00	4, 5
CHDP Eligibility Information (Form)	DHS 4073	Cambodian	09/90	11
CHDP Eligibility Information (Form)	DHS 4073	Chinese	09/90	11
CHDP Eligibility Information (Form)	DHS 4073	Eastern Armenian	09/90	11
CHDP Eligibility Information (Form)	DHS 4073	English & Hmong	09/90	11
CHDP Eligibility Information (Form)	DHS 4073	Lao	09/90	11
CHDP Eligibility Information (Form)	DHS 4073	Vietnamese	09/90	11
CHDP Eligibility Information (Form)	DHS 4073 ENG/SP	English & Spanish	03/96	4, 11
CHDP Provider Data Sheet	PM 177	English	02/02	4, 11
CHDP Referral Form	PM 357	English	06/99	5, 10
Confidential Referral/Follow-Up Report	PM 161	English	10/90	5
Confidential Screening/Billing Report	PM 160	English	09/01	11
Confidential Screening/Billing Report (Head Start/State Preschool)	PM 160 HSP	English	09/01	11
Confidential Screening/Billing Report (Information Only)	PM 160 INFO	English	09/01	11
Master Index Rejection Notice	DHS 4087	English	08/01	4
Medical and Dental Health Check-Ups (Informing Brochure)	None	English	01/02	4
Medi-Cal/CHDP Envelope	91290 E	English	No Date Given	11
Provider Forms Reorder Request for CHDP	None	English	No Date Given	11
Report of Health Examination for School Entry	PM 171 A	English & Spanish	02/01	4, 5
Waiver of Health Examination for School Entry	PM 171 B	English & Spanish	02/00	4, 5

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Child Health and Disability Prevention Program – Iron Deficiency and Poisoning				
Eat Foods High in Iron for Strong Blood	PUB 169	English	04/95	5
Eat Foods High in Iron for Strong Blood	PUB 170	Spanish	04/95	5
Eat Foods High in Iron for Strong Blood	PUB 300	Cambodian	04/95	5
Eat Foods High in Iron for Strong Blood	PUB 301	Chinese	04/95	5
Eat Foods High in Iron for Strong Blood	PUB 302	Hmong	04/95	5
Eat Foods High in Iron for Strong Blood	PUB 304	Russian	03/97	5
Eat Foods High in Iron for Strong Blood	PUB 305	Vietnamese	04/95	5
You Can Prevent Anemia (Flipchart)	PUB 338	English & Hmong	12/97	5, 18
You Can Prevent Anemia (Flipchart)	PUB 339	English & Vietnamese	12/98	5, 18
You Can Prevent Anemia (Flipchart)	PUB 345	English & Spanish	12/98	5, 18
You Can Prevent Anemia (Flipchart)	PUB 381	English & Chinese	12/98	5, 18
You Can Prevent Iron Poisoning (Poster)	PUB 167	English	06/05	5
You Can Prevent Iron Poisoning (Poster)	PUB 168	Spanish	06/05	5
Child Health and Disability Prevention Program – Lead Poisoning				
Lead Poisoning: Are Your Children in Danger?	PUB 67	Spanish & English	04/93	5
Food Tips to Help Protect Your Child From Lead Poisoning (Ages 1 to 6)	PUB 46	English & Spanish	1992	5
Your Children May Have Lead Poisoning and Not Look or Act Sick (Poster)	PUB 65	English	06/05	5
Child Health and Disability Prevention Program – Nutrition				
Nutrition Screening and Evaluation (Instructions for DHS 4035-A; 8 ½" x 11")	DHS 4035 A-INST	English	06/00	4, 5
Nutrition Screening and Evaluation (Instructions for DHS 4035-A; 11" x 17")	PUB 49	English	No Date Given	5
Stretch Your Food Dollars: Prevent End-of-the-Month Food Shortages	PUB 348	English	12/97	5
Stretch Your Food Dollars: Prevent End-of-the-Month Food Shortages	PUB 349	Spanish	12/97	5
What Does Your Child Eat? (Form)	DHS 4035 A BI	English & Spanish	06/00	4, 5
Youth Nutrition and Activity Assessment, Ages 8-21 (CHDP form)	DHS 4466	English	12/01	4, 5
Child Health and Disability Prevention Program – Provider Information				
California Statewide Guidelines for Public Health Nurses in Child Welfare Services	PUB 12	English	05/99	4, 5
CHDP Program Provider Manual	PUB 157	English	09/92	5
Health Assessment Guidelines	PUB 156	English	02/97	5
PM 160 Instructions (Manual)	PM 160 INS	English	02/97	5
A Preventive Health Program for Infants, Children, and Teens	PUB 141	English	11/01	4, 5

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Child Health and Disability Prevention Program – Weight				
Children and Weight: What Families Can Do	PUB 175	English & Spanish	No Date Given	5, 18
Help Your Toddler Reach a Healthy Weight	PUB 346	English	09/97	5
Help Your Toddler Reach a Healthy Weight	PUB 347	Spanish	09/97	5
Squeeze Out the Fat (Flyer)	PUB 57	English	No Date Given	5
Squeeze Out the Fat (Flyer)	PUB 287	Spanish	No Date Given	5
Squeeze Out the Fat (Poster)	PUB 350	Spanish	No Date Given	5
General – Client Information				
Connecting Points for Children's Health Programs in California: Access and Eligibility (Flipchart)	PUB 208	English	06/05	5, 18
General – Program Information				
DHS Warehouse Order Forms	DHS 2031	English	05/00	5
DHS Warehouse Forms and Publications Inventory Catalog	PUB 120	English	01/01	5
Genetically Handicapped Persons Program – Client Information				
Genetically Handicapped Persons Program	None	English	07/00	4
Newborn Hearing Screening Program – Client Information				
Newborn Hearing Screening Program	PUB 812	English	03/00	4, 14



ADDITIONAL RESOURCES

ADDITIONAL RESOURCES

This section provides additional sources of educational and outreach materials with topics most relevant to CCS and CHDP programs. The list is not all-inclusive and should not be viewed as an endorsement by the CMS Branch.

California Birth Defects Monitoring Program (CBDMP)

CBDMP is devoted to finding the causes of birth defects. CBDMP maintains a registry of babies born with a complex birth defects, conducts large interview studies to gather information about factors which may be associated with birth defects, monitors rates and trends, and responds to community concerns about birth defects and the environment.

As part of their mission, CBDMP disseminates brochures, fact sheets, posters, videos, and research studies about birth defects. To access CBDMP materials, go to www.cbtmp.org and click on *Information on Selected Birth Defects* or *Program Publications*. Most CBDMP materials can be printed from the website. Other items can be ordered by calling CBDMP at 888-898-2229.

California Center for Childhood Injury Prevention (CCCIP)

CCCIP serves as a resource center on child and adolescent injury prevention strategies. CCCIP's primary mission is to reduce the frequency, severity, and cost of child and adolescent injuries by assisting public health agencies to incorporate injury prevention strategies into their efforts to improve the health and safety of young people.

Camera ready copies of *Be Safe Not Sorry: Safety Tip Sheets for Parents with Children from Birth to Age 20* and *Play It Safe - Play It Smart: Safety Tip Sheets for Adolescents 9 to 20* can be printed from the CCCIP website. To access them, go to www.cccip.org, click on *CCCIP Publications*, and then click on *Safety Sheets*.

California Connections

California Connections seeks to improve access to primary and preventive health services for children with special needs. They provide training and educational resources for providers and parents on topics such as dental health, mental health, nutrition, and family support. For prices and ordering information go to www.uscuap.org or call 323-671-3830.

Cancer Prevention and Nutrition Section (CPNS), California DHS

CPNS was established in 1986 to develop technical capacity for implementing large-scale dietary improvement measures. Its activities include the development of the *Five a Day for Better Health!* Campaign and the Sun Cancer Prevention Program.

To access CPNS materials, go to www.dhs.ca.gov/cpns and click on *CNPS Resources*. Select one of the campaigns: California Five a Day, Nutrition Network, Skin Cancer Prevention, Women's Five a Day, Latino Five a Day, or Power Play! If you do not have Internet access, call CPNS at 888-328-3483 or 916-323-0594.

Childhood Lead Poisoning Prevention Branch (CLPP), California DHS

To obtain educational materials on the effects of lead poisoning and prevention measures, local CHDP programs should contact their local CLPP program. The CLPP program will help to identify available materials from the CLPP Branch. Local CLPP program contacts can be found at www.dhs.ca.gov/childlead/html/POclpppC.html.

Department of Alcohol and Drug Programs (ADP)

ADP works to prevent and reduce substance abuse in California. ADP provides leadership and coordination in the planning and implementation of a statewide substance abuse prevention and treatment system.

ADP provides brochures, posters, technical manuals, and videos to government agencies, community organizations, treatment programs, and the general public. To access ADP materials, go to www.adp.ca.gov and click on *Resource Center*. From this page, there are links to the ADP's clearinghouse and lending library. Many of these items are available at no charge.

If you do not have Internet access, call 800-879-2772 or 916-327-3728.

Family Voices of California

Family Voices of California is a statewide grassroots network of families and friends speaking on behalf of children with special health care needs. The group is involved in several projects and works in partnership with agencies, advocates, and other professionals concerned with addressing the needs of families of children with special health care needs. Resource and networking materials can be found at <http://familyvoicesofca.org>.

Family Violence Prevention Fund (FVPF)

FVPF works to end domestic violence and help women and children whose lives are devastated by abuse. FVPF is a national non-profit organization committed to mobilizing health care professionals, law enforcement agencies, and community and advocacy groups to work to prevent family violence through public education campaigns, public policy reform, model training, and advocacy programs.

To purchase brochures, buttons, posters, and other materials, go to <http://endabuse.org> and click on *FVPF Store*. If you do not have Internet access, call FVPF at 415-252-8089.

Immunization Branch, California DHS

The Immunization Branch provides leadership and support to public and private sector efforts to protect the population against vaccine-preventable diseases. Educational materials and forms (e.g., California School Immunization Record, PM 286) can be printed from their website at www.dhs.ca.gov/ps/dcdc/izgroup.

To order hardcopies of materials or forms, contact your local immunization program coordinator. Click on *Local Health Department Listing* to find your city or county coordinators.

March of Dimes

The March of Dimes is a national voluntary health agency whose mission is to improve the health of babies by preventing birth defects and infant mortality. Founded in 1938, the March of Dimes funds programs for research, community services, education, and advocacy to save babies.

To purchase March of Dimes materials, go to www.modimes.org, click on *Health Library*, and then click on *Product Catalog*. If you do not have Internet access, call the March of Dimes at 888-663-4637 (general) or 800-367-6630 (orders).

National Information Center for Children and Youth with Disabilities (NICHCY)

NICHCY is a national organization that provides information on disabilities and disability-related issues for families, educators, and other professionals. NICHCY focuses on people under age 22.

To print NICHCY brochures, fact sheets, and posters, go to www.nichcy.org and click on *Publications*. If you do not have Internet access, contact the NICHCY at 800-695-0285 or 202-884-8200.

National Oral Health Information Clearinghouse (NOHIC)

NOHIC, a service of the National Institute of Dental and Craniofacial Research, helps meet the oral health information needs for special care patients. To obtain materials from NOHIC, go to www.nohic.nidcr.nih.gov and click on *Order Publications Online*. Most of their materials are free of charge. If you do not have Internet access, contact NOHIC at 301-402-7364.

Project LEAN, California DHS

Project LEAN's mission is to increase healthy eating and physical activity to reduce the prevalence of chronic diseases such as heart disease, cancer, stroke, osteoporosis, and diabetes. Project LEAN brochures, posters, and recipe cards can be viewed, printed, and/or purchased from the Internet. For more information, click on the *Consumer Materials* icon from their website at www.dhs.ca.gov/LEAN.